Employee Post-Travel Disclosure of Travel Expenses

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Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

			J	travel expenses that have been or w	
	-	•		ry, invitee list, etc.)	
Private Sponsor(s) (list	tall): The A	spen Unstit	7/6		
Travel date(s):	1-11 take	8, 2019			
•	9	nv): N/A			
INCLUDE LODGING C	OSTS IN EMPLOYEE				
Expenses for Employ	ee: Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)	
☐ Good Faith Estimate					
☐ Actual Amount					
Expenses for Accomp	anying Spouse or De	pendent Child (if applic	able):		
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)	
☐ Good Faith Estimate					
☐ Actual Amount				-	
Drovide a description	of all meetings and av	vants attanded. See Sanat	o Pulo 25 2(a)(6) (4	Attack additional massa if	
necessary.): There				· -	
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This was stan hand about ours. This allower a contra-					
1116 19	Moundina	Social			
(Date)	Printed n	name of traveler)	<u> </u>	(Signature of Traveler)	
TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:					
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11/15///			نساز		
	In compliance with Rebe reimbursed/paid for The original Employ A copy of the Private Sponsor(s) (list Travel date(s):	In compliance with Rule 35.2(a) and (c), I note reimbursed/paid for me. I also certify that I also certified that I al	In compliance with Rule 35.2(a) and (c), I make the following disclede the reimbursed/paid for me. I also certify that I have attached: The original Employee Pre-Travel Authorization (Form RE-1), a copy of the Private Sponsor Travel Certification Form with all Private Sponsor(s) (list all): Travel date(s): Name of accompanying family member (if any): Relationship to Traveler: Spouse Child IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCINCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach addit Expenses for Employee: Transportation Expenses Good Faith Estimate Actual Amount Provide a description of all meetings and events attended. See Senat necessary.): There Was a recompanying April 10	□ The original Employee Pre-Travel Authorization (Form RE-1), AND □ A copy of the Private Sponsor Travel Certification Form with all attachments (itineral Private Sponsor(s) (list all): The Accompanying family member (if any): All Accompanying family member (if any): Accompanying Spouse □ Child IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUNCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessare Expenses for Employee: □ Good Faith Estimate □ Actual Amount Expenses for Accompanying Spouse or Dependent Child (if applicable): □ Transportation	

(Revised 1/3/11)

Events/Meetings

- We started the seminar off by having dinner and two speakers discuss on "Responsible Governance and Your Role in Congress" A conversation between Colleen Shogan, Assistant Deputy Librarian for Collections and Services at the Library of Congress, and Cordell Carter, Socrates Program Director.
- 2. Our next meeting was seminar session I: "The Evolution of Congress: How Did We Get Here?"
- 3. Following that was our next meeting, seminar session II: "Congress and Its Governance Challenges River."
- 4. Later on we did a biking Tour of Wye River Campus.
- 5. There was a dinner later on.
- 6. After that we did a casual fireside chat and s'mores
- 7. Finally, we did a third seminar session on Congressional Reform

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

Sp	onsor(s) of the trip (please list all sponsors): The Aspen Institute Inc. (Socrates Program) ("AISP")
	scription of the trip: The AISP is sponsoring a Socrates seminar to discuss leadership,
re —	sponsible governance and the role of Congress.
Da	tes of travel: August 16-18, 2019
Pla	ce of travel: Queenstown, Maryland
Na	me and title of Senate invitees: See attached.
I c	ertify that the trip fits one of the following categories:
X	(A) The sponsor(s) are not registered lobbyists or agents of a foreign principal <u>and</u> do not retain or employ registered lobbyists or agents of a foreign principal <u>and</u> no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
	(B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (see question 9).
X	I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
X	I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
I ce	ertify that:
X	The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for <i>de minimis</i> lobbyist involvement.
X	The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal
	except as provided for by Committee regulations relating to lobbyist accompaniment (see auestion 9)

9.	USE ONLY IF YOU CHECKED QUESTION 6(B) I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a
	foreign principal, one of the following scenarios applies:
	(A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member officer, or employee on any segment of the trip.
	(B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip (see questions 6 and 10).
	(C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
10.	USE ONLY IF YOU CHECKED QUESTION 9(B) If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:
11.	An itinerary for the trip is attached to this form. I certify that the attached itinerary is a detailed (hourby-hour), complete, and final itinerary for the trip.
12.	Briefly describe the role of each sponsor in organizing and conducting the trip:
	The Aspen Institute Socrates Program is the sole sponsor of the seminar and organized and conducted
	the trip (including selected the participants, developed the agenda, planned the seminar and coordinated
	the travel). (See attached Appendix)
13.	Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission: The Aspen Institute is an educational and policy studies non-partisan, non-profit organization whose
	mission is to foster leadership based on enduring values and provide a non-partisan forum for the
	exchange of ideas. (See attached Appendix)
14.	Briefly describe each sponsor's prior history of sponsoring congressional trips:
17.	The Aspen Institute has a nearly forty year history of conducting non-partisan educational congressional
	trips; the Socrates Program, specifically, also has conducted congressional trips.
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The Aspen Institute organizes numerous educational activities, including briefings, roundtables, forums					
and conferences for	a diverse range of atter	ndees including federa	l and state policym	akers, business a	
organization leaders	, members of the press	and the general public	c. (See attached Ap	pendix.)	
Total Expenses for E	ach Participant:				
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses	
☑ Good Faith estimate	\$78 for bus	\$236 for two nights (\$118 per night)	\$142	\$141 for conference ro fees (include meeting facilit set up/take do	
Actual Amounts				cleaning)	
participation or b) the	rip involves an event the trip involves an event				
participation or b) the congressional particip	e trip involves an event	that is arranged or org	ganized specifically	with regard to	
participation or b) the congressional participation. B) The trip involves a	e trip involves an event pation: In event that is organize	that is arranged or org	ganized specifically	with regard to	
participation or b) the congressional participals. B) The trip involves a reason for selecting to the selec	e trip involves an event pation:	that is arranged or org	ganized specifically ard to congressions	with regard to	
participation or b) the congressional participals. B) The trip involves a reason for selecting to the selec	the location of the even	that is arranged or org	ganized specifically ard to congressions	with regard to	
participation or b) the congressional participals. B) The trip involves a reason for selecting to the conference center and moderator(s).	the location of the even	that is arranged or org	ganized specifically ard to congressions	with regard to	
participation or b) the congressional participation B) The trip involves a Reason for selecting to the conference center and moderator(s). Name and location of	the location of the eventer is close to Washingto	that is arranged or orged specifically with reg	anized specifically ard to congression	with regard to	
participation or b) the congressional participation B) The trip involves a Reason for selecting to the conference center and moderator(s). Name and location of	the location of the eventer is close to Washington	that is arranged or orged specifically with reg	anized specifically ard to congression	with regard to	
participation or b) the congressional participation B) The trip involves a Reason for selecting to The conference center and moderator(s). Name and location of Wye River Conference	the location of the eventer is close to Washington	that is arranged or orged specifically with reg	anized specifically ard to congression	with regard to	

21.	Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:				
	Lodging expenses equal the per diem rate.				
	Meals expenses are less than the per diem rate.				
22.	Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:				
	Rount-trip transportation will be provided by chartered, coach-class bus between Washington D.C. and				
	the conference center.				
23.	I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).				
24.	List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:				
	None				
25.	I hereby certify that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you must include a completed signature page for each additional sponsor): Signature of Travel Sponsor:				
	Name and Title: Elliot Gerson, Executive Vice President, Policy & Public Program				
	Name of Organization: The Aspen Institute				
	Address: 2300 N Street NW, Washington DC 20037				
	Telephone Number: 202-736-5859				
	Fax Number: 202-467-0790				
	E-mail Address: lisa.jones@aspeninstitute.org				

Appendix to Private Sponsor Travel Certification Form, Aspen Institute Socrates Program for the Emerging Governance Leaders Seminar, August 16-18, 2019

Question 12. Briefly describe the role of each sponsor in organizing and conducting the trip (response continued) – The Aspen Institute Socrates Program received general, unrestricted funding from the Democracy Fund to support the Socrates Program. The funding was not earmarked for this trip. Democracy Fund did not play a role in organizing or planning the conference, including, but not limited to the content, agenda, moderators, attendees or other logistics.

Questions 13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to the mission (response continued) —The Socrates Program seeks to provide a forum for emerging leaders from various professions to convene and explore contemporary issues through expert-moderated dialogue. The purpose of the trip is to conduct a non-partisan educational seminar on leadership, responsible governance and the role of Congress that encourages off-the-record, candid exchanges of ideas to support staffers' learning and development.

Question 15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips) (response continued) - Socrates Program organizes seminars every year bringing together a diverse group of professional to explore issues, discuss current topics and encourage dialogue and exchange of ideas.

(Revised 10/19/15)



EMPLOYEE PRE-TRAVEL AUTHORIZATION

<u>Pre-Travel Filing Instructions</u>: Complete and submit this form at least 30 days prior to the travel departure date to the <u>Select Committee on Ethics</u> in <u>SH-220</u>. Incomplete and late travel submissions will <u>not</u> be considered or approved. This form <u>must</u> be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

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Form RE-1

required post traver disclosure.	
Name of Traveler:	Alexandria Smith
Employing Office/Committee:	Senator Tim Scott
Private Sponsor(s) (list all): Aspen Institu	te Socrates Program
Travel date(s): 08/16/19-08/18/19	
Note: If you plan to extend the trip f	for any reason you <u>must</u> notify the Committee.
Destination(s): Queenstown, MD	
Explain how this trip is specifically connected	ed to the traveler's official or representational duties:
seems to be a word that is used often but not e sensible way, and to do that, the ability to find	banking, housing, and defense issues that require bipartisan solutions, it is ledge of government that goes beyond textbooks from undergrad. Bipartisanship exercised as much. The constituents that I serve want their challenges addressed in a commonalities and reach across the aisle is critical. I am confident that The Aspention the skills that are necessary to grow in this role.
Name of accompanying family member (if a	iny): N/A
Relationship to Employee: Spouse	Child
	is form is true, complete and correct to the best of my knowledge:
July 23,2019 (Balle)	(Signature of Employee)
TO BE COMPLETED BY SUPERVISING SEN Secretary for the Majority, Secretary for the Mine	ATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, ority, and Chaplain):
1, Tive Scott (Print Senator's/Officer's Name)	hereby authorize <u>Nex and South</u> (Print Traveler's Name)
related expenses for travel to the event descri	accept payment or reimbursement for necessary transportation, lodging, and ibed above. I have determined that this travel is in connection with his or her
duties as a Senate employee or an officehold private gain.	ler, and will not create the appearance that he or she is using public office for
I have also determined that the attendance of of the Senate. (signify "yes" by checking box)	the employee's spouse or child is appropriate to assist in the representation
July 23,204	0-/8
(Date)	(Signature of Supervising Senator/Officer)